Meeting Notes
Project Team Teleconference
MTC Taxpayer and Practitioner Outreach Project
January 29, 2016
1:30 pm to 3:00 pm Eastern Time

I. Welcome and Introductions - Participating: Rich Jackson (ID); Steve Cordi (DC); Wood Miller (MO); John Allan (Jones Day); Frank Hales (UT); Tom Shimkin (MTC); Elizabeth Harchenko, facilitator. Absent: Shirley Sicilian (KPMG)

II. Public Comment - none

III. Project Work

A. Review of Project Description – the team reviewed the Project Description and made changes. A new version 3.0 will be drafted and circulated.

B. Review of Project Plan – the team reviewed the Project Plan and made changes. A new version 3.0 will be drafted and circulated. The team agreed that the time frame allotted would be sufficient to complete the project.

C. Discuss research tools to use and who to contact

Discussion – Shirley had submitted her thoughts to everyone ahead of time on what information to get from states, taxpayers and practitioners and from the MTC. The team accepted Shirley's suggestions and added others. The team also discussed how best to make contact with the states, taxpayers and taxpayer representatives, and the MTC membership and leadership.

- Information the team would like from the states:
    - Who do they hear the most concerns from these days (Taxpayers? Accountants? Attorneys?)
    - Who do they hear from least or do not hear from at all?
    - What areas of concern do they hear the most about these days?
    - What kind of issues/concerns do they think make the most sense for MTC to tackle as opposed to individual states?
    - What processes, channels or systems do the states have in place to gather information about taxpayer and practitioner concerns?
    - How well have those systems worked?
    - What type of concerns/issues do they hear through the different processes, systems or channels?

How the team would like to contact the states:

- Use FTA listserve to reach out to states; notice in TaxExpress
- Use Committee listserves for survey to MTC states
- Have MTC Committee chairs serve as communication liaisons for MTC committees
- Email survey to all states; follow up with discussion in March at MTC committee meetings in Salt Lake City

- Information the team would like to get from practitioners and taxpayers (including taxpayer organizations)
    - Do they communicate with states or state tax associations now? How do they communicate, and on what issues?
    - If they do not communicate about issues of concern now, would they if they had an easier way to do so?
    - Would it help to be able to submit issues anonymously?
    - Do they think MTC can help address issues of concern? How might MTC best help – i.e., concerning what types of concerns?
    - What would be the ideal way, in their opinion, to relay a concern or issue?
    - Would they most want to express concerns by phone call to ED? By a "dialogue day" (the old way!)? By an anonymous button on home page? A regular segment at the annual meeting? Other? Does it depend on the type of issue?
    - Is it important for them to part of the solution? I.e., do they want to have a seat at the table in developing the recommended fix for the MTC to consider?

  How the team would like to contact taxpayer and practitioner organizations
    - Call national organizations to get assistance in getting information out to their chapters or members; ask them to help get the word out - <u>John</u>
    - Need to have a way to get ideas from their members
    - Also reach out to small groups of people for more in-depth discussion
    - Need a place for ideas to be submitted so that team can use them
    - Place on MTC web page for people to offer comments, including comments on draft recommendations

- Information the team would like from the MTC leadership and staff
    - Through what channels do they hear of issues from taxpayers or practitioners now?
    - What types of issues come through different channels?
    - Who do they hear from (taxpayers, accountants, lawyers, organizations)?
    - Who don't they hear from?
    - What types of concerns do they think they're most likely not hearing about– are they MTC specific or do they involve the states more generally?

How the team would like to contact the MTC leadership and staff
- Talk to MTC staff
- Survey MTC exec committee as well as working committee, have discussion on this topic on upcoming meeting agendas

D. Assign tasks

John will contact Washington DC offices of AICPA, ABA, COST, TEI
Steve will contact FTA
Tom will contact committee chairs and MTC staff
Tom will arrange for dedicated page on MTC web site for this project
Team members to review new versions of project description and plan

IV. Next Steps ("To Do" list)

Elizabeth to schedule meetings through mid June.

Elizabeth to circulate version 3.0 of project description and project plan to team members

Tom and Elizabeth to create talking points for contacts with FTA and taxpayer and practitioner organizations

Next meeting will be mid-February